Borrow a Book

- Log into WISCAT using your 4 letter code, username and password.

- Use the simple search or navigate to the Advanced Search screen.

- Enter search terms. Default indices may be changed by clicking the down arrow next to the appropriate field.

- Click "Search" or press the enter key.

- You may choose to "request this item" from the search results screen or open to the full view of the request.

- Review the record to confirm it is what you need.

- Click on the gray "request this item" button. A pre-populated loan form will open. Red starred fields are required.

- Verify the "request type" - returnable loan

- Verify the "need by" date. (Click inside the box to open a calendar, then change the date.)

- Review "ship to" information

- Enter patron's name and contact information (email or phone) (If you have patron accounts, use Patron Lookup)

- Click the gray "submit" button at the top right of the page or bottom center of the request form.

- You will receive a confirmation message and the request number. Click the "X" to close the window.